

Notice To Counsel and Litigants

Electronic Case Management is coming to the 10th Circuit. On Tuesday, September 4th, 2007, the court will begin using a new case management system. While this conversion will not involve attorney/litigant filing, it is the first step towards that transition. To that end, parties and counsel should be aware of the following changes, which will take effect that day.

*****All attorneys must, and pro se litigants who are able may, e-submit, in Native PDF only, copies of all pleadings, excepting only appendices, supplemental appendices, and addenda filed per Fed. R. App. P. 28(f), to esubmission@ca10.uscourts.gov Materials must be e-submitted on or before the due date for filing.**

*****Parties must also submit one hard copy of the e-submitted pleading to the Clerk's office unless it is a brief or petition for rehearing. If the pleading is a brief, an original and 7 hard copies must be filed. Parties must always submit and file two hard copies of appendices (as noted, along with addenda, these are the only pleadings which need not be e-submitted-parties should file one hard copy of any addenda). If the pleading is a petition for panel rehearing, an original and three hard copies must be filed. If it is a petition for rehearing en banc, an original and 18 hard copies must be filed. All hard copies must be filed within 2 business days of the email submission. Pro se litigants should refer to 10th Cir. R. 35.5.**

*****Provided the Court has a valid email address for counsel or a pro se party, beginning September 4, 2007, all service from the court will be made via email. That email will include a link to the relevant order, letter, or other court document. If the court does not have a valid email address, service of court issued documents will be via U.S. Mail. Counsel are encouraged to put an email address in the signature block of all pleadings and other materials filed.**

*****Counsel and parties should continue to monitor the court's website, at www.ca10.uscourts.gov for additional information, and are invited to call the clerk's office at 303-844-3157 with specific questions.**

